

## **MINUTES**

### **UTAH UBCC EDUCATION ADVISORY COMMITTEE MEETING May 17, 2011**

**Room 475 Fourth Floor – 1:00 p.m.  
Heber M. Wells Building  
Salt Lake City, UT 84111**

**CONVENED:** 1:00 p.m.

**ADJOURNED:** 1:20 p.m.

**Bureau Manager:**

Dan S. Jones

**Board Secretary:**

Tracy Drage

**Division Director:**

Mark Steinagel (excused)

**Committee Members Present:**

Richard Butz, Chairperson  
Bill Bell  
Mike Blackham  
Craig Browne  
Jim Thomas

**Committee Members Absent:**

Kevin Phillips  
Paul James

**Guests:**

Jeff Pedersen – UPHCA

#### **TOPICS FOR DISCUSSION**

#### **DECISIONS AND RECOMMENDATIONS**

#### **OATH OF OFFICE:**

#### **MINUTES:**

Craig Browne made a motion to approve the minutes from the April 19, 2011 meeting. Jim Thomas seconded the motion. It passed unanimously.

#### **BUDGET REPORT FOR 2010-2011**

The budget reports were presented and reviewed by the Committee. Questions were asked and answered.

#### **APPLICATION FOR FUNDING GRANT REVIEW 2011-2012:**

Jeff Pedersen, on behalf of the UPHCA, presented three applications for a total of \$7,500. Mike Blackham made a motion to approve the first application. Craig Browne seconded the motion. The motion passed unanimously. Jeff

Pederson made a correction to the titles of the second and third application. Craig Browne made a motion to approve the second and third application with the provision that the adjustments be made in the titles. Bill Bell seconded the motion. The motion passed unanimously.

**NEXT MEETING:**

The next Committee meeting has been scheduled for Tuesday, June 21, 2011 at 1:00 p.m. in Room 475 (Fourth Floor) of the Heber M. Wells Building, Salt Lake City, Utah.

**ADJOURN:**

Adjourned at 1:20 p.m. (no motion required)

*Note: These minutes are not intended to be a verbatim transcript but are intended to record the significant features of the business conducted in this meeting. Discussed items are not necessarily shown in the chronological order they occurred.*

Date Approved

Richard Butz  
Chairperson, UBCC Education Advisory Committee

Date Approved

Dan S. Jones  
Bureau Manager, Division of Occupational and Professional  
Licensing